

SUPPLY DIVISION WEEKLY REPORT

PERIOD ENDING 20 MARCH 1984

I. Progress Report on Tasks Assigned by the DCI/DDCI:

None

II. Items or Events of Major Interest that have Occurred During the Preceding Week:a. TDY Travel:

25X1

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[redacted] departed 18 March on a foreign TDY. Upon his return in early April, he will be reassigned to the Logistics Services Division. [redacted]

b. Property Inventory:

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[redacted] OSB/SD, has commenced a complete inventory of all Supply Division accountable property in the [redacted] Building. The inventory is expected to last approximately two weeks. [redacted]

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c. Field Administration Course: [redacted] has been assigned as Assistant Administrator for the Logistics portion of the Field Admin Course [redacted]

[redacted] is monitoring the current course and will assume his administrator duties during the next running of the course. [redacted]

d. Vehicle Registrations: Fairfax County annual vehicle registration renewals were prepared and submitted to Fairfax County for 49 Agency vehicles which use Virginia license plates. Eight Maryland registrations are in process for renewal for March with approximately 40 renewals pending for the month of April. [redacted]

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25X1

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e. New Assignment:

25X1 [redacted] Career Trainee, is assigned to Supply
25X1 Division during the period 19 March through 22 June 1984. After
25X1 a one-week orientation/training session at the [redacted] he
25X1 will be assigned to the Operations Support Branch until 22 June 1984.
[redacted]

f. Update on Receiving of Stock Items [redacted]

25X1 The Chief of Document Control Unit advises they have not
25X1 encountered any major problems with inputting the receiving of
25X1 stock. A meeting will be held in early April between Supply
25X1 Management Branch and [redacted] to determine if it is feasible
25X1 for the Document Control Unit to continue inputting the receiving.
[redacted]

III. Significant Events Anticipated During the Coming Week:

25X1 None.

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